



TOWN OF WARNER

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Selectboard, Harry Seidel, Chair
Faith Minton
Michael Smith
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Kathy Frenette, Town Administrator
administrator@warnernh.gov

Selectboard Meeting Minutes

Tuesday, July 9, 2024
9:00 a.m.

I. Open Meeting & Roll Call

Harry Seidel opened the meeting at 9:01 a.m.

Present: Harry Seidel (chair), Faith Minton, Michael J. Smith

Also Present: Judy Newman-Rogers, Selectboard Administrative Assistant

II. Minutes

Amend Non-Public portion of 5/7/24

Faith Minton made a motion seconded by Michael Smith to amend a portion of the May 7, 2024, non-public Select Board minutes to include “the Police Department resignation was accepted, and the HR payroll adjustment was made”. Motion passed unanimously.

6/11/24

Harry Seidel made a motion seconded by Faith Minton to approve the June 11, 2024, Select Board minutes as submitted. Motion passed unanimously.

6/25/24

Faith Minton made a motion seconded by Michael Smith to approve the June 25, 2024, Select Board minutes as submitted. Motion passed unanimously.

7/01/24

Harry Seidel made a motion seconded by Faith Minton to approve the July 1, 2024, Select Board minutes as amended. Motion passed unanimously.

Page 1 last paragraph line 4 strike appoint insert reappoint

III. Selectboard Business

a. Kearsarge Klassic Bicycle Ride – August 10, 2024

The Select Board discussed the Kearsarge Klassic Bicycle Ride on August 10, 2024. The Select Board was asked to approve or deny the Old Salt Catering serving alcohol at the Café One East Lawn on August 10, 2024. Arlon Chaffee informed the Select Board that the Liquor Commission requires a letter from municipalities acknowledging and approving the sale of alcohol. Arlon stated the celebration is from 11:00 am - 3:00pm. The Select Board fully supports the event.

Harry Seidel made a motion seconded by Faith Minton to accept the approval letter to the NH Liquor Commission indicating that the Town of Warner has no objection to the Old Salt Catering Serving alcohol at the single day event located at the Café One East Lawn 1 East Main Street in Warner on August 10, 2024 for the Kearsarge Klassic Bicycle Ride presented by GRVL Cycling. Motion passed unanimously.

b. Draft Building Permit Application – Meeting with parties to Review and Edit
Harry Seidel distributed the draft building permit application and asked the Select Board to review the document and provide their feedback.

IV. Consent Agenda

No Consent Agenda

V. Manifest

Motion for the Select Board to approve the following previously signed manifests:

- Accounts Payable check numbers 10354 through 10355 dated 7/3/2024, in the amount of \$24,358.65 for the Federal Tax deposit for the July 7th quarterly payroll.
- Quarterly payroll checks numbers 3721 through 3745 and direct deposit check numbers E01713 through E01716 dated 7/7/2024 for a net payroll of \$19,043.12.
- Accounts Payable check numbers 10356 through 10404, dated 7/3/2024, in the amount of \$507,914.69, which includes the June allotment to the Kearsarge Regional School District of \$314,802.

Motion to authorize the Select Board to approve and order the Treasurer to sign the following manifests:

- Accounts Payable check numbers 10405 through 10406 dated 7/8/2024, in the amount of \$52,375.63 for the Payroll and Federal Tax deposits for the July 11th bi-weekly payroll.
- Bi-weekly payroll checks numbers 3746 through 3753, manual check numbers 3719 and 3720, and direct deposit check numbers E01717 through E01745 dated 7/7/2024 for a net payroll of \$39,899.56.

Harry Seidel made a motion seconded by Michael Smith to approve the Manifest as read. Motion passed unanimously.

VI. Public Comment

1. John Leavitt advised the Select Board that the website lists approved minutes as draft. Judy Newman-Rogers acknowledged that should be corrected.

2. Ed Mical provided an update on the hazardous mitigation plan. He informed the Select Board that the plan expired in June, he was assured by the State that as long as things are progressing it is not an issue. He stated that the next meeting committee is on Wednesday July 24th and a draft plan should be ready at that time. A special public input meeting could be held tentatively in August. Ed suggested making the plan available for the public to review a few weeks prior to the August meeting. Harry Seidel inquired about the National Insurance Flood Program. Ed explained that the Town has received maps of the flood plain but has yet to review it. He stated the review will be done soon.

3. Harry Seidel spoke about the following:
 - He inquired about the rough draft from the transfer station. Michael Smith stated that it is in the works, and he will follow-up with information soon.
 - The Warner Community Center door repair is under way. It should take 2-3 weeks per door.
 - The Boys & Girls Club door is being replaced with a Dutch door and should be replaced this week.
 - The Warner Community Center sign design needs to be finalized. Town consensus is to call the location “The Warner Community Center”. Tenants need to be listed on the sign: The Food Pantry, The Clothes Closet, The Boys & Girls Club, Community Action Program, Health Services and Gear Up.
4. Michael Smith asked about the following:
 - Moving the Assessing Department and/or the Tax Collector offices. There was a discussion about expanding into lower meeting room closet space with a public window access to the office space to face the Tax Collector public access window and utilizing temporary room dividers.
5. Harry Seidel asked to revisit the meeting schedule.
 - Negative public perception regarding early morning meetings and the time change to 3pm. The morning meetings were set to accommodate board members summer schedules/travels and yet still meet to do the work of the Town. The change of time to 3pm was to reduce costs and allow town employees to be available for the Select Board meetings earlier in the day rather than return in the evening for a night meeting. The Select Board meetings are on zoom and uploaded to YouTube after the meeting. The Select Board discussed a start time at 4pm. Michael Smith is in favor of sticking to the 3pm meetings. Harry Seidel is in favor of the earlier meetings but wants to be sensitive to those opposed. Faith Minton appreciates all sides of the issue and would support starting at 4pm. John Leavitt stated that the perception is that the Board does not want people to attend by changing the start time. He is not concerned by the 3pm start time.

Harry Seidel made a motion seconded by Faith Minton that moving forward the Select Board will begin at 4pm for the summer with the exception of the August 6th meeting, in order to be more available to the public. Motion passed unanimously.

6. Harry Seidel asked the Board to consider a special meeting with various boards, committees and the public to discuss the tough issues facing the Town. Discussion should include high taxes, affordable housing, low revenue. Michael Smith suggested holding two town meetings that will encourage more public participation.
8. Faith Minton spoke about an employee appreciation event and a Town Open House.

VII. Unanticipated Agenda Items

No Unanticipated Agenda Items

VIII. Non-Public Session (If needed, RSA 91-A:3 II (a,b,c,d,e,f,g,h,i,j,k,l,m))

Harry Seidel made a motion seconded by Michael Smith to enter into non-public under RSA 91-A:3 II,a the dismissal or promotion or compensation of any public employee or the disciplining of such employee or the investigation of any charges against him/her unless the employee affected has a right to public meeting and requests that the meeting be open in which case the request shall be granted.

Vote by roll call: Seidel: Yes Minton: Yes Smith: Yes Motion passed unanimously.

IX. Adjournment

The meeting adjourned at 10:41 a.m.

Respectfully submitted by Tracy Doherty
Edited by Darcie Buskey, Assistant Clerk

APPROVED 07/23/2024